

STEERING, LEGISLATIVE & GOVERNMENTAL COMMITTEE

August 29, 2011

5:30 p.m.

Courthouse

MINUTES:

MEMBERS PRESENT:

Commissioner Jack Black
Commissioner Gary Farley
Commissioner Trey Gooch
Commissioner Jeff Jordan
Commissioner Steve Sandlin
Commissioner Robert Stevens
Commissioner Adam Coggin, C

OTHERS PRESENT:

Ernest Burgess Joe Russell
Robert Arnold Carol Cook
Laura Bohling David Adams
Lisa Crowell Becky Shelton

Chairman Coggin presided and called the meeting to order at 5:30 p.m. with all members being present at that time.

MINUTES:

"Commissioner Gooch moved, seconded by Commissioner Sandlin, to approve the minutes of the last meeting as mailed. This motion passed unanimously by acclamation."

FILL VACANCY ON CODES ENFORCEMENT ADJUSTMENTS & APPEALS BOARD:

Chairman Coggin advised applications had been received from David Adams, Patsy Briley and David Nipper for appointment to the Codes Enforcement Adjustments & Appeals Board but Mr. Nipper has since requested his application be withdrawn. Mr. Adams was present and addressed the Committee. Following discussion,

"Commissioner Farley moved, seconded by Commissioner Sandlin, to nominate all three applicants and vote for one. Mr. Adams will be recommended for appointment to the Codes Enforcement Adjustments & Appeals Board by unanimous roll call vote."

ANNOUNCE VACANCY ON BOARD OF ZONING APPEALS:

Chairman Coggin advised the position of Zane Cantrell on the Board of Zoning Appeals was expiring and accordingly being announced.

ANNOUNCE TWO VACANCIES AND ONE ALTERNATE VACANCY ON BEER BOARD:

Chairman Coggin advised the positions of Mike Avery and Michael Anderson on the Beer Board and alternate position of David Nipper were expiring and accordingly being announced.

ANNOUNCE TWO COUNTY GENERAL EMPLOYEE VACANCIES ON INSURANCE COMMITTEE:

Chairman Coggin advised of two County general employee vacancies on the Insurance Committee.

APPOINTMENT OF JUDICIAL COMMISSIONER:

Chairman Coggin next advised Judges of the General Sessions and Juvenile Court of Rutherford County have requested appointment of Chanta Arnold as a judicial commissioner pursuant to the authority contained in Tennessee Public Acts of 1978, Chapter 933, for a term not to exceed four years and such term to conclude and terminate if and when the term is concluded or the service with Rutherford County is terminated. Following discussion,

"Commissioner Farley moved, seconded by Commissioner Gooch, to recommend appointment of Chanta Arnold as judicial commissioner for a term not to exceed four years and such term to conclude and terminate if and when the term is concluded or the service with Rutherford County is terminated. This motion passed unanimously by

acclamation."

REVISED SHERIFF'S OFFICE EMPLOYEE HANDBOOK:

Sheriff Robert Arnold advised since the last meeting it has been determined the proposed Employee Handbook does not have to be voted on by the Commission. It is merely presented for information. Following discussion,

"Commissioner Sandlin moved, seconded by Commissioner Farley, to forward the proposed Sheriff's Office Employee Handbook to the Commission for information. This motion passed unanimously by acclamation."

Mayor Burgess advised the Employee Handbook does have to be approved by an attorney.

RESOLUTION FOR COUNTY CLERK TO COLLECT AN ARCHIVES & RECORD MANAGEMENT FEE:

The Committee was presented a proposed Resolution authorizing the County Clerk to impose a record management fee. Mayor Burgess advised the Circuit Court has previously imposed this fee and it has been determined the County Clerk is also eligible to charge a record management fee which applies to marriage licenses and probate filings. Ms. Crowell advised there are approximately 1,900 marriage licenses per year issued. Following discussion,

"Commissioner Sandlin moved, seconded by Commissioner Black, to approve the Resolution as presented authorizing the Archives & Record Management fee for the County Clerk's Office. This motion passed unanimously by acclamation."

2011/12 COMMITTEE ASSIGNMENTS:

Chairman Coggin next presented the proposed 2011/12 standing committees for consideration advising the recommendation gives twenty-one Commissioners their first choice, gives twenty Commissioners their second choice and any Commissioner that did not get their second choice received a third committee. Following discussion,

"Commissioner Sandlin moved, seconded by Commissioner J. Jordan, to approve the 2011/12 Standing Committee assignments as presented. This motion passed unanimously by acclamation."

2011 ANNUAL TENNESSEE COUNTY SERVICES ASSOCIATION FALL CONFERENCE:

Mayor Burgess next advised the 2011 Annual Tennessee County Services Association Fall conference would be held this year at the Embassy Suites in Rutherford County October 26 through 28. It was Mayor Burgess' hope that the Chairs of each standing committee, or their representative, could attend the conference to show support. In this regard, the County will pay the registration fee for one representative from each Committee. To receive the early registration discount, registration forms must be postmarked by October 4

There appearing to be no further business to come before the Committee, Chairman Coggin declared the meeting adjourned at 5:46 p.m.

ADAM COGGIN, Chairman